

W O R K P E R M I T A P P L I C A T I O N

(PLEASE FILL OUT COMPLETELY)

DATE: / /

CODE IN EFFECT: **FLORIDA BUILDING CODE**

IF SUBSIDIARY OR REVISION PROVIDE THE MASTER BUILDING PERMIT NUMBER HERE:				B	
LOCATION OF IMPROVEMENTS			CONTRACTOR INFORMATION		
JOB ADDRESS: _____			LICENSE #: _____		
FOLIO NUMBER: _____			SS # _____		
LOT: _____			COMPANY: _____		
BLOCK: _____			QUALIFIER: _____		
SUBDIVISION: _____			ADDRESS: _____		
P. B. PAGE: _____			CITY/STATE/ZIP: _____		
YEAR BUILT: _____			PHONE #: _____		
TYPE OF IMPROVEMENTS					
DESCRIPTION OF WORK: _____					
VALUE OF WORK: \$ _____		NO BLDGS.: _____		NO OF UNITS: _____ NO OF FLOORS: _____	
SQUARE FEET: _____		LINEAL FEET: _____		POOL GALLONAGE: _____	
<input type="checkbox"/> NEW CONSTRUCTION ON VACANT LAND		<input type="checkbox"/> FOUNDATION ONLY		<input type="checkbox"/> SHELL ONLY	
<input type="checkbox"/> ALTERATION INTERIOR		<input type="checkbox"/> ENCLOSURE		<input type="checkbox"/> ADDITION ATTACHED	
<input type="checkbox"/> ALTERATION EXTERIOR		<input type="checkbox"/> REPAIR		<input type="checkbox"/> ADDITION DETACHED	
<input type="checkbox"/> STRUCTURE RELOCATION		<input type="checkbox"/> REPAIR DUE TO FIRE		<input type="checkbox"/> AWNING/CANOPIES	
		<input type="checkbox"/> DEMOLISH		<input type="checkbox"/> FENCING	
				<input type="checkbox"/> SIGNS	
				<input type="checkbox"/> SWIMMING POOL/SPA	
				<input type="checkbox"/> HURRICANE SHUTTERS	
				<input type="checkbox"/> WINDOWS/SLIDING DOORS	
ROOFING					
<input type="checkbox"/> (92) LOW SLOPE APPLICATION (GRAVEL, SMOOTH MODIFIED, SINGLE PLY)			SQUARE FEET _____		
<input type="checkbox"/> (95) SHINGLES (ASPHALT, FIBERGLASS)			<input type="checkbox"/> SINGLE FAMILY		
<input type="checkbox"/> (96) SHINGLES (METAL ROOFS/WOOD SHINGLES & SHAKE)			<input type="checkbox"/> MULTI-FAMILY		
<input type="checkbox"/> (0107) TILE ROOF			<input type="checkbox"/> COMMERCIAL		
<input type="checkbox"/> LIGHT WEIGHT					
PERMIT TYPE			CHANGE TO EXISTING		
<input type="checkbox"/> BUILDING		<input type="checkbox"/> MECHANICAL		<input type="checkbox"/> CHANGE CONTRACTOR	
<input type="checkbox"/> ELECTRICAL		<input type="checkbox"/> PLUMBING		<input type="checkbox"/> PERMIT UPGRADE	
<input type="checkbox"/> FIRE				<input type="checkbox"/> REVISIONS	
				<input type="checkbox"/> SUPPLEMENTAL	
OWNER'S INFORMATION			MORTGAGE LENDER'S INFORMATION		
NAME: _____			NAME: _____		
ADDRESS: _____			ADDRESS: _____		
CITY/STATE/ZIP: _____			CITY/STATE/ZIP: _____		
PHONE NUMBER: _____			PHONE NUMBER: _____		
ARCHITECT'S INFORMATION			ENGINEER'S INFORMATION		
NAME: _____			NAME: _____		
ADDRESS: _____			ADDRESS: _____		
CITY/STATE/ZIP: _____			CITY/STATE/ZIP: _____		
PHONE NUMBER: _____			PHONE NUMBER: _____		
LICENSE # _____			LICENSE# _____		

OCCUPANCY CLASSIFICATIONS

ASSEMBLY OCC. - GROUP A1 GREATER THAN 1,000	_____	INSTITUTIONAL OCC. - GROUP I UNRESTRICTED	_____
ASSEMBLY OCC. - GROUP A2 50 TO 1,000	_____	INSTITUTIONAL OCC. - GROUP I RESTRICTED	_____
BUSINESS OCC. - GROUP B	_____	MERCANTILE OCC. - GROUP M	_____
DAY CARE OCC. - GROUP D	_____	RESIDENTIAL OCC. - GROUP R1 HOTEL/MOTEL	_____
EDUCATIONAL OCC. - GROUP E	_____	RESIDENTIAL OCC. - GROUP R2 APTS/CONDO	_____
FACTORY OCC. - GROUP F	_____	RESIDENTIAL OCC. - GROUP R3 S/F	_____
HAZARDOUS OCC. - GROUP H1 EXPLOSIVE	_____	RESIDENTIAL OCC. - GROUP R4 CARE FACILITIES	_____
HAZARDOUS OCC. - GROUP H2 BURNING	_____	STORAGE OCC. - GROUP S1 ORDINARY HAZARD	_____
HAZARDOUS OCC. - GROUP H3 PHYSICAL	_____	STORAGE OCC. - GROUP S2 LOW HAZARD	_____
HAZARDOUS OCC. - GROUP H4 HEALTH	_____		

Application is hereby made to obtain a permit to do work and installation as indicated. I certify that all work will be performed to meet the standards of all laws regulation construction in this jurisdiction. I understand that **SEPARATE PERMITS ARE REQUIRED** for *Electrical, Mechanical, Plumbing, Signs, Swimming Pools and Spas, Windows and Sliding Glass Doors and Roofing, and Fire Protection Systems*. As per Florida Building Code 104.4.1.4:

NOTICE: In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this county, and there may be additional permits required from other governmental entities such as water management districts, state agencies or federal agencies.

SIGNATURE OF QUALIFIER ONLY

STATE OF FLORIDA

COUNTY OF DADE

Sworn to and subscribed before me this _____ day of _____, 20__, By:

PLEASE PRINT QUALIFIER'S NAME

() Personally Known to me. () Procured Identification:

Type of Identification: _____

() DID TAKE OATH. () DID NOT TAKE OATH

Signature of Notary Public

DATE: _____

OWNER'S AFFIDAVIT

ATTENTION: BUILDING OFFICIAL

I, _____ certify that I am the owner of the property described as:

ADDRESS: _____

LOT: _____ BLOCK: _____ SUBDIVISION: _____

I authorize _____ as my agent to obtain a building permit for the following work:

OWNER'S SIGNATURE OR OWNER AGENT'S SIGNATURE

STATE OF FLORIDA

COUNTY OF DADE

Sworn to and subscribed before me this _____ day of _____ 2 0 __, by:

PLEASE PRINT OWNER'S NAME OR OWNER AGENT'S NAME

() Personally Known to me. () Produced Identification

Type of Identification: _____

() DID TAKE OATH () DID NOT TAKE OATH

SIGNATURE OF NOTARY PUBLIC

Notice of Commencement must be filed if the job valuation of \$ 2,500.00 and/or more in labor and material

Notice of Commencement must be posted prior to the job commencing.

Notice of Commencement should be filed at:
22 NW 1st Street, Miami, Florida

"WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

- Q.

What is the Construction Lien Law?
- A.

The new "Construction Lien Law" (Chapter 713, Florida Statute, as amended) is the current law which replaces the older Mechanics Lien Law. The Construction Lien is a method by which a contractor may claim a lien on real property which they have performed work or provided materials.
- Q.

Does the Construction Lien Law apply to me?
- A.

Yes! If

**

You own an interest in real property that is being improved.

**

You are employing someone other than yourself to supply materials and labor.
- Q.

When does the Construction Lien Law become effective?
- A.

Section 13 (conditional payment of bonds, certificates of payment, and notices of contest), Section 17 (misapplication of funds), and Section 29 (enacting paragraph) take effect on October 1, 1990. The other amendments are effective January 1, 1991. These amendments modify the existing Mechanics Lien Law.
- Q.

Why should I, as a future home builder, be concerned about the Construction Lien Law?
- A.

Because a failure to make proper construction payments can result in a lien filed which may result in your property being filed which may result in your property being sold to satisfy the debt.
- Q.

Can a Homeowner be compelled to pay two (2) times for the same work?
- A.

Yes! When the homeowner doesn't make sure the construction payments are proper, he/she can again be required to pay the unpaid laborer, material man, subcontractor, or sub-subcontractor to the extent of services rendered and not compensated.
- Q.

Who is affected by the Construction Lien Law?
- A.

(With few exceptions), Every person who is improving property in the State of Florida.
- Q.

As a homeowner, what steps can I take to protect myself?
- A.

Before you begin construction, file a Notice of Commencement with the Clerk of Circuit Court in the County where the work will be performed, and post a certified copy at the job site.

Before you make any payment on the job, make sure you receive a Final Release of Lien from your contractor covering the work performed.

Before final payment is made, make sure you receive a Final Release of Lien from your contractor covering all laborers, material suppliers, contractors, subcontractors and sub-subcontractors.

UNDER NO CIRCUMSTANCES SHOULD YOU MAKE PAYMENT WITHOUT RECEIVING A RELEASE OF LIEN ! ! ! ! !

NOTICE OF COMMENCEMENT

Notice of Commencement must be filed if the job valuation of \$ 2,500.00 and/or more in labor and material.
Please file at 22 NW 1st Street, 1st Floor, Miami, Florida (305) 275-1155

Permit Number: Tax Folio Number:

State of Florida County of Dade

The undersigned hereby gives notice that improvements will be made to certain real property, and in accordance with Chapter 713, Florida Statute, the following information is provided in this Notice of Commencement.

Legal description of property and street address:

Description of improvement:

Owner(s) name and address:

Interest in property:

Name and address of fee simple titleholder:

Contractor's name and address:

Surety: (Payment bond required by owner from contractor if any)

Name and address:

Amount of Bond: \$

Lender's name and address:

Persons with the State of Florida designed by Owner upon whom notices or other documents may be served as provided by Section 713.13(1)(a)7., Florida Statute:

Name and address:

In addition to himself/herself, Owner designates the following permit(s) to receive a copy of a Lienor's Notice as provided in Section 713.13(1)(b), Florida Statute:

Name and address:

Expiration date of Notice of Commencement: (the expirations date is one (1) year from the date of recording unless a different date is specified)

Print Owner's Name: Sworn to and subscribed before me this day of , 20. Personally Known, or Produced Identification Oath taken Oath not taken (Signature of Owner) Prepared by: Address: Notary Public: Print Notary's Name: Commission Expires:

SAMPLES

NOTICE TO OWNERS, CONTRACTORS, ARCHITECTS, ENGINEERS AND THE PUBLIC AT LARGE

SECTION 105.13.4.1 OF THE FLORIDA BUILDING CODE STATES:

" A Statement of Inspection shall be required in connection with any construction for which the code requires architectural or engineered signed and sealed plans. The Statement of Inspection shall be a statement in writing made and executed by the architect or engineer who signed and sealed the plans for the subject structure, attesting to the best of his/her knowledge, belief and professional judgment, the structure and envelope component of the structure are in compliance with the approved plans another approved permit documents. The Statement of Inspection shall also contain a statement threat to the best of his/her knowledge, belief and professional judgment that approved permit plans represent the as-built condition of the structure and envelope components of the structure. For these purposes, the Building Official may in exigent circumstances and in his/her discretion, accept a substitute architect or engineer for the architect or engineer who signed and sealed the plans. Exigent circumstances shall include, but not to be limited to disagreement between owner and the architect or engineer who sealed and signed the plans. Where threshold or special inspectors are used in accordance with this Code, the Statement of Inspection may be made and executed by the special inspection or threshold inspector. The statement of Inspection shall be issued and dated following the complete of the work, and delivered as a condition precedent to the issuance by the Building Official approving the final building inspection. Prior to the issuance of a Statement of Inspection the architect or engineer shall at a minimum perform those inspections which are required to be performed by the Building Official for the work involved."

TO COMPLY WITH THIS SECTION:

THE PERMIT HOLDER MUST HAVE THE ARCHITECT OR ENGINEER OF RECORD (OR IN EXIGENT CONDITIONS AND WHEN APPROVED BY THE BUILDING OFFICIAL, ANOTHER ARCHITECT OR ENGINEER) PERFORM AND APPROVE THOSE INSPECTIONS REQUIRED UNDER SECTION 305.2 OF THE SOUTH FLORIDA BUILDING CODE PRIOR TO THE BUILDING OFFICIAL PERFORMING THOSE INSPECTIONS.

THE ARCHITECT OR ENGINEER MUST KEEP AN "APPROVED INSPECTION LOG" AVAILABLE AT THE JOB SITE AT THE TIME THE BUILDING OFFICIAL PERFORMS THE REQUIRED INSPECTIONS.

SAMPLES

STATEMENT OF INSPECTION

THIS DOCUMENT MUST BE PREPARED IN STATIONARY WITH THE ARCHITECTS OR ENGINEERS LETTERHEAD BY THE ARCHITECT OR ENGINEER OF RECORD (OR IN EXIGENT CONDITIONS AND WHEN APPROVED BY THE BUILDING OFFICIAL, ANOTHER ARCHITECT OR ENGINEER.)

[DATE]

TO: [PROPERTY OWNER NAME]
 [ADDRESS OF PROJECT]
 [PERMIT NUMBER]
 [CONTRACTORS NAME]
 [DESCRIPTION OF CONSTRUCTION]

Dear Building Officia

I **[ARCHITECT OR ENGINEER]**, having performed and approved the required inspections, as indicated in the attached approved inspection log, here by attest that "To the best of my knowledge and belief, the above-described construction of all structural load-bearing components complies with the permitted documents, and the shoring and reshoring conforms to the shoring and reshoring plans submitted to the enforcement agency." I also attest to the best of my knowledge and belief, the approved permit plans represent the as-built condition of the structural and envelope components of said structure. This document is being prepared in accordance with Section 105.13.4.1 of the Florida Building Code and is being submitted to the City of Miami Beach Building Department at the time of the final inspection for the above referenced structure.

Should you have any further questions or need any additional information, please do no hesitate to contact me.

Sincerely;

[ARCHITECT'S OR ENGINEER'S SIGNATURE]



[ARCHITECT'S OR ENGINEER'S SIGNATURE]

SAMPLES

LOG OF APPROVED INSPECTIONS TO COMPLY WITH FLORIDA BUILDING CODE 105.13.4.1

PERMIT NUMBER:	_____	ADDRESS:	_____
ARCH/ENGR:	_____	CONTRACTOR:	_____

TYPE OF INSPECTION:	FOUNDATION		
COMMENTS:	_____		
APPROVED BY:	_____	DATE:	_____

TYPE OF INSPECTION:	REINFORCING		
COMMENTS:	_____		
APPROVED BY:	_____	DATE:	_____

TYPE OF INSPECTION:	WINDOW AND DOORS		
COMMENTS:	_____		
APPROVED BY:	_____	DATE:	_____

TYPE OF INSPECTION:	AS-BUILT		
COMMENTS:	_____		
APPROVED BY:	_____	DATE:	_____

TYPE OF INSPECTION:	OTHER (SPECIFY)		
COMMENTS:	_____		
APPROVED BY:	_____	DATE:	_____

TYPE OF INSPECTION:	OTHER (SPECIFY)		
COMMENTS:	_____		
APPROVED BY:	_____	DATE:	_____